

**Business Entity License
for
Partnership, Limited Partnership, Limited Liability Company, or Corporation**

Business Entity must file the following Organizational documents for each Kentucky License. Please see the Application Instructions for the specific license for other documentation and requirements.

Resident (<i>domestic</i>)	Non-Resident (<i>foreign</i>)
<u>Partnership</u> Business Entity License Application – Form 8301-BE Partnership Agreement Certificate of Assumed Name filed with KY Secretary of State and each County Clerk where intends to transact business, if using an assumed name	<u>Partnership</u> NAIC Uniform Business Entity Application Partnership Agreement Certificate of Assumed Name filed with KY Secretary of State and each County Clerk where intends to transact business, if using an assumed name Letter of Certification from Department of Insurance in state of domicile or download Producer Database license information
<u>Limited Partnership</u> Business Entity License Application – Form 8301-BE Certificate of Formation from Secretary of State Certificate of Assumed Name filed with KY Secretary of State and each County Clerk where intends to transact business, if using an assumed name	<u>Limited Partnership</u> NAIC Uniform Business Entity Application Certificate of Registration from Secretary of State Certificate of Assumed Name filed with Secretary of State and each County Clerk where intends to transact business, if using an assumed name Letter of Certification from Department of Insurance in state of domicile or download Producer Database license information
<u>Limited Liability Company</u> Business Entity License Application – Form 8301-BE Certificate of Existence from KY Secretary of State Certificate of Assumed Name filed with Secretary of State and each County Clerk where intends to transact business, if using an assumed name	<u>Limited Liability Company</u> NAIC Uniform Business Entity Application Certificate of Authorization from Secretary of State Certificate of Assumed Name filed with Secretary of State and each County Clerk where intends to transact business, if using an assumed name Letter of Certification (original) from Department of Insurance in state of domicile or download Producer Database license information
<u>Corporation</u> Business Entity License Application – Form 8301-BE Certificate of Existence from Secretary of State Certificate of Assumed Name filed with Secretary of State and each County Clerk where intends to transact business, if using an assumed name	<u>Corporation</u> NAIC Uniform Business Entity Application Certificate of Authorization from Secretary of State Certificate of Assumed Name filed with Secretary of State and each County Clerk where intends to transact business, if using an assumed name Letter of Certification from Department of Insurance in state of domicile or download Producer Database license information

License renewal dates for business entities are as follows:

March 31 of ODD Numbered Years for Business Entity issued license in odd numbered year	March 31 of EVEN numbered years for Business Entity issued license in even numbered year
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Information concerning fees, qualifications for licenses and additional information to be submitted with the application, as well as the Office of Insurance prescribed forms may be found on the Office Web site at <http://doi.ppr.ky.gov/kentucky/>.

When applying for a license, the designated individual(s) must be licensed and appointed to an insurer for the same line or lines of authority as the entity, or the application will not be processed.

KY Secretary of State may be contacted via Web site at www.sos.state.ky.us or by phone at 502-564-2848.